



STATE OF MICHIGAN
TERRI LYNN LAND, SECRETARY OF STATE
DEPARTMENT OF STATE
LANSING

THIRD PARTY TESTING MANUAL UPDATE

DATE: December 15, 2008

TO: **THIRD PARTY TESTER DESIGNATED REPRESENTATIVES**

This notice is being provided as required by the third party testing agreement. You must ensure that all manuals used by your organization and examiners are updated as follows:

- **Download and print “Chapter C Manual Update 12-15-08” in 2-sided format.**
- **In examiner manual Chapter C – CDL Testing, remove pages 5-6 and pages 17-42 dated 5-30-2006. Also, remove Appendix C-8 dated 6-2-06.**
- **Replace them with pages 5-6, pages 17-42, and Appendix C-8 dated 12-15-08.**

This modification updates the manual to reflect the following changes:

- Contact. Updated contact information for the FMCSA office in Lansing.
- Scoring Form Completion. Information was added to the section for scoring “gimmes” and lineouts. If an applicant takes a CDL-A skills test in an air-brake equipped vehicle towing a hydraulic-brake equipped trailer, the applicant meets the air-brake requirements and no restriction is placed on the license.
- Testing procedure. The upgrade/downgrade exercise has been eliminated from the road test portion of the CDL test. State and federal rules do not require the exercise as part of the skills test, and Section 13 of the Michigan Commercial Driver License Manual no longer includes the testing criteria for the exercise.
- Scoring standard. On the scoring form, the area for the upgrade/downgrade exercise will no longer be used. Do not adjust the road test scoring standard. Applicants must still complete the road test with 25 errors or fewer to successfully complete the CDL skills test.
- Appendix C-8. The scoring criteria for passenger emergency exits now state that applicants do not have to open roof hatches in order to receive credit. They must only identify the exit and explain the procedure to open hatches.
- Editing. Some text was changed for clarity.

The updated manual is also available in its entirety on the Third Party Testing web site accessible on the Secretary of State Web site at www.michigan.gov/sos.

If you have any questions, please contact your third party testing analyst.